

**** NOTICE OF FUNDS AVAILABLE ****
Call for Investments FY 2012
(October 1, 2011 – September 30, 2012)

Pre-Application Technical Assistance Meeting: May 17, 2011
Deadline for Letters of Intent: May 27, 2011
Deadline for Grant Application: June 24, 2011

The West Virginia Developmental Disabilities Council is pleased to announce that it will make available up to \$ **225,000** (in total) to fund new demonstration and grant projects aimed at improving opportunities for people with developmental disabilities to gain full participation and inclusion in their communities. The Council is an independent State agency established by Executive Order of the Governor in 1972, and is funded by the Federal Administration on Developmental Disabilities (ADD).

This notice provides guidance in the development of project ideas and activities for FY 2012 based on priorities in the Council's Five Year State Plan, as well as information obtained this spring from people with developmental disabilities and their families about their service and support needs.

Council Mission and Priorities

The Council's mission is to assure that West Virginia citizens who have developmental disabilities receive the services, supports and other forms of assistance they need to exercise self-determination and achieve independence, productivity, integration and inclusion in their community.

NOTE: The Council's Five Year Plan is in development. The final Plan will be submitted to the Federal ADD by August 15, 2011. While the Council has not fully formed its plan, it has chosen five priority areas based on public input including concerns by families, people with developmental disabilities and others: **Community Supports, Quality Assurance, Employment, Education, and Health.** The Council will fund new, innovative demonstration, research, and training projects related to the following major areas of emphasis:

COMMUNITY SUPPORTS

Projects and activities that work to support families, improve the recruitment, training, and retention of the developmental disabilities direct support workforce, and strengthen community programs and services. Grant Project priorities include:

- **Training for Families:** Workshops, seminars, development of educational materials such as brochures/booklets, toolkits and guides focused on topics essential to families who must learn to navigate a complex service system. Topics may include information relevant to the public school system, behavioral health, or medical and healthcare services. The ID/DD Waiver program, rights and entitlements, and/or economic support should also be considered. Successful proposals will include outreach efforts to parents in rural communities.
- **Training and Support for the Developmental Disabilities Workforce:** Initiatives and activities to improve the training, recruitment, and retention of the direct support workforce. Also, the Council seeks ideas to strengthen the professional workforce including service coordinators, therapeutic consultants, and other personnel. Training and educational materials such as desk reference guides, and other forms of learning materials that enhance the knowledge of professionals.

QUALITY ASSURANCE

Projects and/or activities that promote and strengthen accountability in supports and services to people with developmental disabilities and their families, promote self-advocacy, protect people with developmental disabilities against abuse, and work to support un-served and underserved persons with developmental disabilities. Grant project priorities include:

- **Study and Report on the Needs of Un-Served and Underserved Persons with Developmental Disabilities:** Study to identify the health, safety and community support needs of persons with developmental disabilities who do not qualify for, or are not receiving adequate community based services. The report should answer these questions about un-served and underserved persons: Who are they? What do they need and want? What do they receive now? How are they and their families managing?
- **Self-Protection Against Abuse:** Training, training materials or other activities aimed at educating people with developmental disabilities about their personal rights, and how to recognize and protect themselves against all forms of abuse and neglect.
- **Personnel Training on Preventing Financial Exploitation:** Training for professionals and others to prevent and intercede in financial exploitation, mishandling, fraud or theft of income, money, benefits, or other assets of persons with developmental disabilities.

EMPLOYMENT

Projects and activities that increase opportunities for people with developmental disabilities to acquire skills and access to valued community employment. Grant project priorities include:

- **Workshop Downsizing and Conversion:** Project focused on converting segregated work and day program settings to integrated employment models and services. Activities would include: transition planning, staff training and other activities which lead to greater opportunities for people with developmental disabilities to acquire valued community jobs.
- **Training on Model Programs and Resources:** Training for community human services, employment, and advocacy personnel on innovative employment models and approaches, national initiatives, and State and Federal sources of funding and support.

EDUCATION

Projects and initiatives that lead to greater inclusion into regular education classes for students who have developmental disabilities. Education priorities include educating and supporting parents, staff development, and transition planning. Grant project priorities include:

- **Personnel Training on Inclusive Practices:** Training focus on curriculum development and modification to support students with significant developmental disabilities. Study of effective program models, assistive technology, and other supports. Training and support for teachers to develop challenging, functional, and relevant individual instructional plans.
- **Supports Across School Transitions:** Projects and activities that support students and parents at transition points including early intervention to preschool, elementary to middle, and middle to high school.

HEALTH

Projects and activities that lead to greater access to the full range of health services including preventive services, and supporting people with developmental disabilities in taking a more active role in their personal health and well being. Grant project priorities include:

- **Training - Impact of Affordable Care Act for Persons with Developmental Disabilities:** Educational materials that provide information about what the ACA means for people with developmental disabilities. Important health issues include: preventing discrimination based on pre-existing conditions, medical or

genetic histories, and lifetime benefits. Other important information concerns the planned removal of barriers to integrated services so that health care services can be provided in home like settings.

West Virginia Developmental Disabilities Council demonstration grant projects are time limited and address the Council's goals for supporting people with developmental disabilities in their communities. Proposals are expected to be innovative and propose new ways to design and deliver community based services. Council projects and strategies include training, demonstration grant projects, outreach, applied research, public awareness and education, interagency collaboration, and development of citizen coalitions.

Grant proposals should include strategies for statewide systems improvement and be replicable in other communities. Council funds are limited. **The Council will not fund proposals that address issues that are the obligation by law or regulation of other agencies or organizations. Additionally, the Council does not intend to replace funds that programs expect to lose from other sources.**

Non-Solicited Project Ideas

Organizations may also submit project ideas (and formal proposals) that are not specifically described in this Notice but support the Council's overall mission and State Plan goals. The State Plan can be reviewed on the Council webpage at www.ddc.wv.gov.

Eligible Organizations

Public and private (non-profit and for profit) agencies, universities and research organizations are eligible to apply. Organizations that receive grant awards from the Council must meet all conditions set forth in the West Virginia Department of Health and Human Resources Grant Agreement and comply with all applicable policies of the WV DD Council. Specific legal, fiscal, and administrative rules information is available upon request.

CALL FOR INVESTMENT PROPOSAL AND REVIEW PROCESS

1. **Pre-Application Technical Assistance Call-In Meeting:** *Participation at this technical assistance phone conference is optional.* Representatives of interested organizations may call in to a technical assistance meeting with Council staff on **May 17, 2011 from 9:00 am until 11:00 am** at the Council office. The purpose of the meeting is to provide applicant organizations detailed information and instructions regarding proposal development. Notes from the meeting will be posted on the WV DD Council webpage. **To participate in this meeting, call (866) 453-5550 then enter participant code 7072599#. There is no pre-registration for this call.**
2. **Letter of Intent:** *The submission of the Letter of Intent is optional, and the lack of one will not reflect negatively on the evaluation of a complete proposal.* The Letter of Intent provides the applicant organization an opportunity to receive preliminary, written feedback on the proposed project. Any interested and eligible organization may submit its project idea to address one or more funding targets listed in this Notice. The Letter of Intent (instructions attached) will include information about the organization's history in supporting people with developmental disabilities, and qualifications to carry out the proposed project. **The Letter of Intent must be received no later than the end of the business day May 27, 2011.**
3. **Formal Project Proposal and Application:** The formal application for funding must be an original copy (no faxes), and received no later than the end of the business day June 24, 2011. The proposal must include the project budget for one year, goals and objectives, methodology, time-table for activities, information about agency Board of Directors, evaluation plans and organizational capacity to carry out the proposed project. Successful proposals will have the potential for statewide applicability and include plans for sustainability of the project beyond the initial investment period (if appropriate). Grant awards are based on the availability of funds and response to this Notice, and the overall State Plan goals of the Council. Written proposals should not exceed five pages.
4. **Awards and Notification:** The WV DD Council intends to approve funding for selected grant project applications on **July 19, 2011**. All applicant organizations will be notified in writing within five working days after the decisions are made.

Interested parties may obtain copies of the grant application and grant assurances by contacting Council staff at (304) 558-0416 or by downloading them from the website at: www.ddc.wv.gov .